COOPERATIVE INFORMATION NETWORK MINUTES

Wednesday, May 17, 2023
Coeur d'Alene Public Library/Zoom

Benewah Co.: __ Kathy Davis/**Clarkia:** __Dawn Kruger /**Coeur d'Alene**: X Michael Priest
CLN: X Lindsey Miller-Escarfuller /**Kellogg**: __ Danni Boylan/ **Liberty Lake**: X Jandy Humble/
Mullan: X Debbie Berger/ **Osburn**: __ Jamee Sperry/ **Pend Oreille Co.**: X Mandy Walters/
Plummer: X Jenny Grobey/**Priest Lake**: X Jaime Yob/ **St. Maries**: __ Pinky Humphrey/
Wallace J/S High: __ Katie Bauer **Wallace Public**: X Annette Kologi /**West Bonner:** X Meagan Mize

CLN: X Kari Wilson/X Mark Foster/X Janelle Sells
Coeur d'Alene: X Christopher Brannon/X Melissa Searle/ X Tyler McLane
Liberty Lake: X Georgette Rogers /**Tensed/DeSmet:** __ Karen Owen /**Tri-Community:** __ Teri Wood

Chairperson Michael Priest called the meeting to order at 10:00am.

Introductions
All members present introduced themselves

Approval of April 2023 Minutes, the May agenda & Financial Statements
Lindsey moved to approve the agenda, minutes and financial statements. Annette seconded. Motion carried.

Unfinished Business & Action items

- **FY 23-24 Budget** = Michael motioned for a vote by written ballot (email) on May 5 to amend the FY 2023-24 budget after Janelle identified an error. Annette seconded. Wallace Public, Pend Oreille, West Bonner, Kellogg, Clarkia, Benewah County, CLN, Priest Lake, Plummer and CDA voted in favor of approving the amended FY 2023-24 budget. Liberty Lake, Mullan, Osburn, St. Maries and Wallace Junior/Senior High did not cast votes. Motion carried.
- **Joint Powers Agreement** = Meagan moved to adopt the changes to the joint powers agreement. Annette seconded. Motion carried.
- **CLN minor cards -** Mark discussed the changes to CLN via Koha. Please submit a support ticket if you see any weird changes. CLN is working to keep the modifications in the background.

New Business:
- **Support tickets** = Please submit tickets through the system, do not email the support team individually.
- **Library of things** = Discussed the possibility of adopting a universal waiver. Will discuss further.
- **Passwords, Koha upgrade, System admin committee -** Christopher gave an overview of how to reset patron passwords without staff manually making the change. Discussed changing password settings; length, expiration, strength requirements. Will discuss further as upgrade approaches. The tech team is also looking for volunteers to join a system admin committee to discuss issues and possibly help the tech team.

Adjournment: 11:33 AM

Next meeting: Wednesday, June 21, 10AM. Coeur d'Alene Public Library/Microsoft Teams

Respectfully submitted, Meagan Mize

Cooperative Information Network
Income Statement - 100.00% Time Elapsed
For the Twelve Months Ending September 30, 2023

Unaudited

		Current Month	YTD Actual	Annual Budget	YTD %
	Revenues				
1	INCOME - BENEWAH COUNTY	0.00	3,602.17	3,602.16	100.00
2	INCOME - CLARKIA	0.00	1,130.70	1,130.70	100.00
3	INCOME - COEUR D'ALENE	0.00	24,646.32	26,786.90	92.01
4	INCOME - COMMUNITY LIBRARY NET	0.00	78,778.72	84,318.86	93.43
5	INCOME - KELLOGG	0.00	1,394.41	1,394.41	100.00
6	INCOME - LIBERTY LAKE	0.00	6,997.54	6,967.38	100.43
7	INCOME - MULLAN PUBLIC	0.00	1,351.56	1,351.56	100.00
8	INCOME - OSBURN	0.00	1,067.70	1,067.70	100.00
9	INCOME - PEND OREILLE	0.00	6,103.66	5,549.58	109.98
10	INCOME - PLUMMER	0.00	1,641.36	1,641.36	100.00
11	INCOME - PRIEST LAKE	0.00	1,540.75	1,540.75	100.00
12	INCOME - SILVER HILLS	0.00	1,170.50	1,170.50	100.00
13	INCOME - ST. MARIES	0.00	3,610.48	3,610.47	100.00
14	INCOME - WALLACE HIGH	0.00	1,029.81	1,029.81	100.00
15	INCOME - WALLACE PUBLIC	0.00	1,514.15	1,514.15	100.00
16	INCOME - WEST BONNER	0.00	6,736.91	6,207.51	108.53
17	INCOME - EBOOKS MEMBERSHIP	0.00	10,000.00	10,000.00	100.00
18	INCOME - EBOOKS CONTRIBUTIONS	10,000.00	150,808.06	10,000.00	1,508.08
19	INCOME - E-BOOKS DONATIONS	0.00	6,000.00	3,000.00	200.00
20	INCOME - FREEGAL MUSIC	0.00	0.00	24,150.00	0.00
21	INCOME - INTEREST	7.10	68.27	40.00	170.68
22	CASH ON HAND	0.00	5,000.00	5,000.00	100.00
23	**Total Revenues**	**10,007.10**	**314,193.07**	**201,073.80**	**156.26**
	Expenses				
24	EBOOKS & MATERIALS	10,000.00	173,808.06	30,000.00	579.36
25	EBOOK MEMBERSHIP	0.00	10,000.00	10,000.00	100.00
26	FREEGAL MUSIC	0.00	0.00	24,150.00	0.00
27	LANGUAGE LEARNING DATABASE	0.00	0.00	8,900.00	0.00
28	ByWATER / KOHA MAINTENANCE	608.56	32,495.52	32,050.00	101.39
29	EBSCO OPEN ATHENS/NOVELIST	0.00	0.00	8,800.00	0.00
30	ENVISIONWARE / MAINT	0.00	7,015.50	4,090.00	171.53
31	MARCIVE MAINTENANCE	0.00	1,733.00	1,650.00	105.03
32	OPAC MAINT-SYNDETICS	0.00	3,638.64	3,650.00	99.69
33	ACCOUNTING SERVICES	1,850.00	1,850.00	1,850.00	100.00
34	AUDIT	0.00	3,751.92	3,950.00	94.99
35	LEGAL & PROFESSIONAL SERVICES	0.00	69.00	0.00	0.00
36	SUPPLIES	(158.40)	1,531.26	0.00	0.00
37	LOCAL COURIER	5,681.65	68,179.80	68,179.80	100.00
38	ORBIS COURIER	967.81	3,733.45	3,765.00	99.16
39	**Total Expenses**	**18,949.62**	**307,806.15**	**201,034.80**	**153.11**
40	**Net Income**	**(S 8,942.52)**	**$ 6,386.92**	**$ 39.00**	**16,376.72**

Cooperative Information Network
Balance Sheet - 100.00% Time Elapsed
September 30, 2023

Unaudited

ASSETS

Current Assets			
MTN WEST - CK BK	$	1,440.64	
ACCOUNTS REC		39.23	
Total Current Assets			**1,479.87**
Property and Equipment			
Total Property and Equipment			**0.00**
Other Assets			
MONEY MKT ACCT 2090005920		36,146.60	
PREPAID EXPENSES		20,506.09	
Total Other Assets			**56,652.69**
Total Assets			**$ 58,132.56**

LIABILITIES AND CAPITAL

Current Liabilities			
ACCOUNTS PAYABLE		1,850.00	
Total Current Liabilities			**1,850.00**
Long-Term Liabilities			
Total Long-Term Liabilities			**0.00**
Total Liabilities			**1,850.00**
Capital			
NET ASSETS	$	54,895.64	
Net Income		1,386.92	
Total Capital			**56,282.56**
Total Liabilities & Capital			**$ 58,132.56**